The Student's Map of
SchooLinks' College Application Manager

Application Manager Board View

8 Make your enrollment decision

3 Add your applications

View recommendation requests

2 Connect to Common App

1 Get set up

Click to view more actions

Add award letters to compare tuitions

Application Manager List View

Switch between board & list views

6 Track application materials

Update your FAFSA status

View and leave comments on your applications

7 Add your result

Application Detail View

Access school resources

7 Add your result

Edit application details

6 Track application materials

5 Complete your applications

4 Request recommendations

SchooLinks

The Student's Guide to
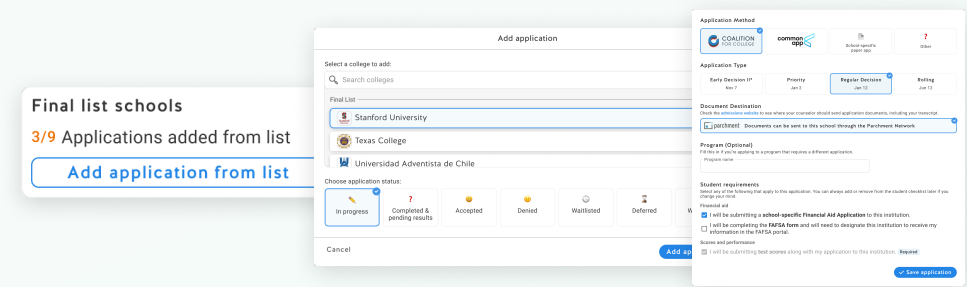# SchooLinks' College Application Manager
Scan for updates!

🛠 Get set up

1

Add your email and mailing address, determine your fee waiver eligibility, and complete the SchooLinks FERPA waiver in order to start tracking your college applications.
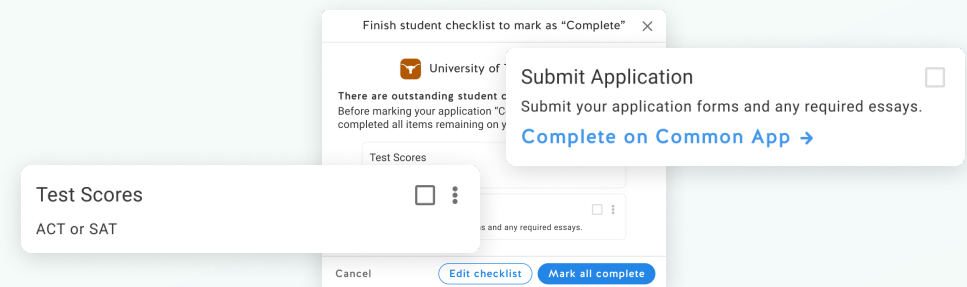
Connect to Common App 🔗

2

If your school uses Common App, follow the link to log in or create an account. Make sure you consent to share information with SchooLinks and add your high school. Complete the Common App FERPA in the colleges tab once you've added a college.

Scan to learn more!

📋 Add your applications

3
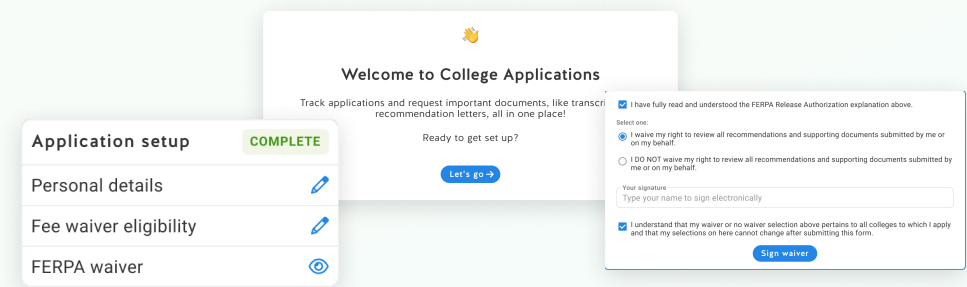
Add applications from your Final List and fill out the details. If it's a Common App application, you'll need to add it to "My Colleges" in Common App, then refresh the page back on SchooLinks.
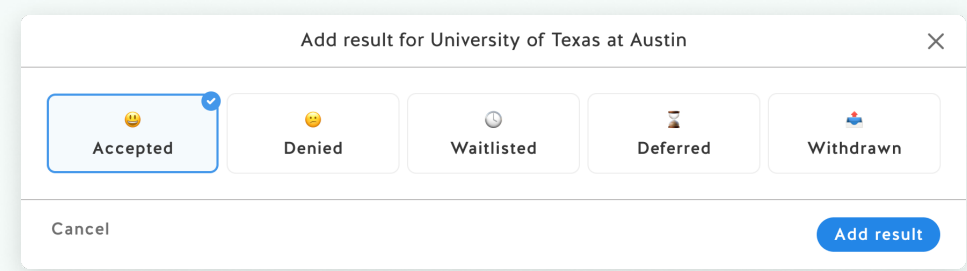
Request recommendations ✉️

4

Once you've added an application, SchooLinks will let you know how many teacher recommendations are required. Select your teacher from a list, or add them manually.

✅ Complete your applications

5

As you complete your applications, be sure to check off the items on your student checklist. You can also check all items at once by clicking "Mark as 'Complete.'"
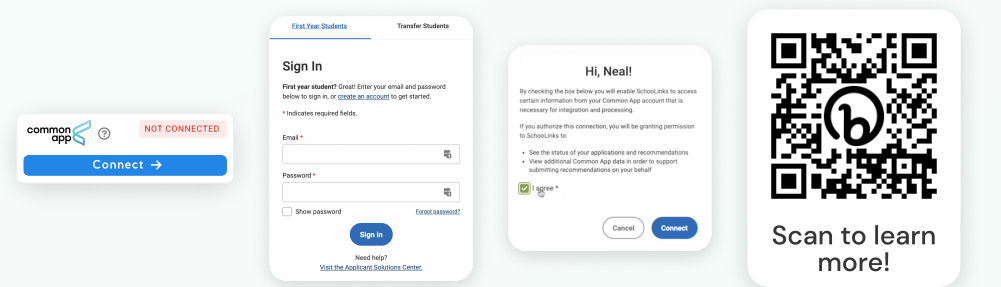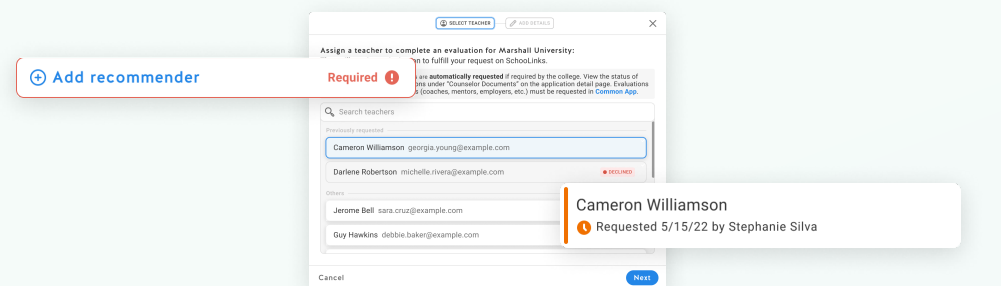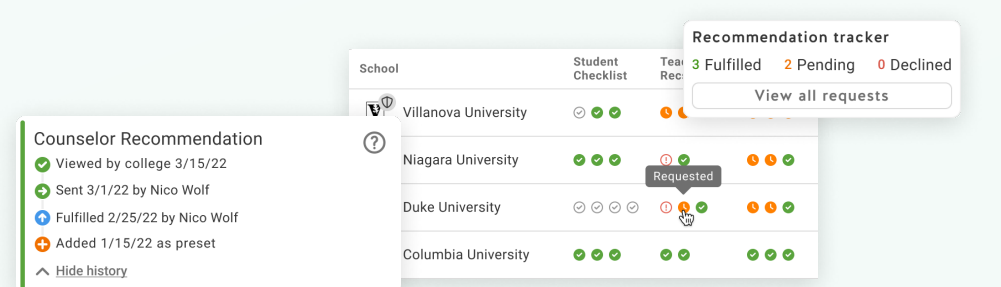
Track application materials 📧

6

Check back in SchooLinks to see the status of all your application materials. With electronic applications, you can even see when the college has viewed your documents!

✉️ Add your results

7

When you hear back from colleges, add your results in SchooLinks to request any final transcripts and requirements.

Make your enrollment decision 🏛

8

Once you've made the big decision, add your decision in SchooLinks to let your counselor know and to request your final transcript.